

UNITED STATES DEPARTMENT OF AGRICULTURE

Farm Service Agency
Washington, DC 20250

Notice CONSV-85

For: State and County Offices

FY 2002 Conservation Program Rollover and Reconciliation

Approved by: Deputy Administrator, Farm Programs



1 Performing Rollover and Reconciliation

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Background

After September 30, 2002, County Office conservation activities **cannot** be performed until FY conservation program rollover has been completed. After October 18, 2002, State conservation ledger activities **cannot** be performed until FY conservation program rollover has been completed. After rollover, but no later than December 31, 2002, County and State FY-end reconciliation must be completed.

B

Purpose

This notice advises:

- County Offices to review and use the following procedures to perform County FY-end rollover:
 - CRES system, 1-CONSV, Part 12
 - CCC system, 2-CONSV, Part 12
 - County FY rollover automation items, see County Office Action.

Notes: 1-CONSV, subparagraph 828 G is no longer applicable since transmission is automatic. 1-CONSV, subparagraph 840 A is no longer applicable since the report is automatic.

- State Offices to review and use the following procedures to perform State FY-end rollover:
 - CRES system, 1-CONSV, Part 9
 - CCC system, 2-CONSV, Part 16.

Disposal Date

April 1, 2003

Distribution

State Offices; State Offices relay to County Offices

2 Action

A

State Office Action

State Offices shall:

- ensure that County Offices follow instructions in subparagraph B
- address and resolve any reconciliation problems by **COB September 30, 2002**, for all applicable conservation programs, including any differences:
 - between State and County Office ledgers
 - on the Cumulative Reconciliation Report

Note: Problems that are not resolved before rollover may be compounded by the rollover process. These items should be corrected before FY-end to reconcile problems.

- complete FY rollover when all County Office progress reports have been transmitted to KCFO, but **no later than October 18, 2002**.

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2 Action (Continued)

B

County Office Action

County Offices shall for all applicable conservation programs:

- follow State Office instructions about allocation increases and decreases that may be needed to reconcile County Office ledgers with State Office ledgers before FY rollover
- address all other reconciliation problems by COB September 30, 2002, including any differences on the Cumulative Reconciliation Report

Notes: Problems that are not resolved before rollover may be compounded by the rollover process. These items should be corrected before FY-end to reconcile problems.

Necessary corrections can be made to AD-245's and CCC-1245's with final performance recorded during FY 2002 until **March 15, 2003**.

After that date, access will **only** be allowed for corrections by use of a password available from CEPD through the State Office.

- prepare for FY rollover by COB September 30, 2002, and complete FY rollover on October 1, 2002, according to established procedure
 - follow **all** instructions in this notice.
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